



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
REGION 6
1445 Ross Avenue, Suite 1200
Dallas, Texas 75202-2733

June 23, 2010

MEMORANDUM FOR RECORD

SUBJECT: Health & Safety Coordination with the Regional Emergency Operations Center (REOC)

FROM: Kendra C. Gomez
Manager, R6 Safety Health and Environmental Management Program (SHEMP)

The following procedures have been implemented to coordinate H&S requirements into the REOC daily operations for the Deep Water Horizon Emergency Response.

1. Asset Tracker Process: The REOC Logistics standard procedure for inputting a personnel request into Asset Tracker is to assume a minimum H&S training requirement of 24-hours, unless otherwise stated. Prior to inputting a personnel request into Asset Tracker, REOC Logistics personnel will coordinate with the SHEMP to document the need for any additional H&S requirements.
2. Vessel Operations: According to Susan Webster, only OSCs will be placed on the Ocean Veritas, Brooks McCall, Endeavor, and International Peace vessels due to the stringent H&S requirements, which are noted below:
 - a. Personnel must have 40-hour HAZWOPER training and be current on the annual HAZWOPER refresher.
 - b. Placement on the Medical Monitoring Program: Personnel must have a baseline medical exam, be medically cleared to wear a respirator, be current on all required inoculations and be current on their annual/biannual medical exam.
 - c. Placement on the Respiratory Protection Program: Personnel must have on-hand an air-purifying respirator with current organic vapor cartridges. Note: cartridges have a shelf-life and therefore must be inspected prior to use. In addition, personnel must be current on their respirator fit-test.
 - d. TB Test: Due to US Coast Guard requirements, all personnel must complete a TB test prior to boarding NOAA boats/vessels. R6 H&S Office has implemented a procedure in which all personnel who have the potential to ride a boat/vessel be TB tested in order to avoid confusion and eliminate disruptions in the mission.
3. RSC Master Listing: The Division RSC Coordinators are updating their RSC lists and providing them to the SHEMP, who in turn will conduct a records review. The records review consists of employee's H&S training, verification of respirator fit-test (if applicable) and medical monitoring (if applicable). A master RSC list, with all pertinent H&S information, will be given to REOC Logistics personnel and Susan Webster to allow for a more streamlined deployment process.

4. Deployment Notifications/Pre-deployment Briefings: The REOC Logistics personnel will notify the SHEMA, via email, when R6 EPA personnel are selected to deploy into the field. At this time, the SHEMA will contact the deploying employee to ascertain a better understanding of their deployment duties and provide a pre-deployment briefing. All personnel will be given a letter, certifying that they have met all H&S requirements prior to departure.